



## Frequently Asked Questions

### **Q1. How many Fellowships are available?**

**Answer:** Call 3 of the DevelopMed programme expects to offer three fellowship positions.

### **Q2. What is the deadline for application submission?**

**Answer:** The deadline for submission of applications for Call 3 is 23:59 (GMT) on the 25<sup>th</sup> of June 2023.

### **Q3. Can someone without a PhD apply to the DevelopMed Programme?**

**Answer:** Yes, fellows must possess a PhD degree or have at least four years of full-time equivalent research experience, by the call deadline.

### **Q4. How are applications submitted?**

**Answer:** Applications for the DevelopMed Programme are only be accepted through the online application system (Ex Ordo), which is accessed through the Programme website ([www.ucd.ie/developmed](http://www.ucd.ie/developmed)) during the submission phase of each Call.

### **Q5. What should I do if I am unsure whether my research topic is eligible for funding under the DevelopMed programme?**

**Answer:** Please send the Programme Management team a short project summary by email. The Programme Management team will respond to you within a few days to let you know whether you can apply.

### **Q6. Do I need to name an academic supervisor on my application?**

**Answer:** Identification of the academic supervisor by the candidates is mandatory at the application stage. Academic supervisors who have expressed their availability and commitment to supervise a DevelopMed fellow are listed on the DevelopMed Programme website.

### **Q7. What criteria do secondment host organizations need to meet?**

**Answer:** Eligible secondment hosts are accredited research organisations (academic, industrial, clinical and/or philanthropic) located anywhere in the world who are able to provide a suitable research and training environment for the applicant, including access to research facilities and appropriate supervision. Secondment hosts must be comparable to the DevelopMed academic partners in regard to the standard of research excellence. Secondments must be between 3-6 months in duration and may be a single period or split into shorter mobility periods. Please note if you are unable to confirm the secondment host in your application you can outline the type of organisation at which you would intend to carry out your secondment should you be successful in securing a DevelopMed fellowship.

### **Q8. Can applicants submit more than one application in each Call?**

**Answer:** Each applicant may submit only one application per call; in the event of multiple submissions, the Programme Management team will contact the applicant who will then choose the application to be evaluated. In case of dispute or where no reply is received, the first submitted application will be evaluated.



**Q9. In what language should the applications be submitted?**

**Answer:** Only applications written in English will be accepted.

**Q10. What does a complete application consist of?**

**Answer:** A complete application contains the following four elements:

**Part A - Administrative Information** on the applicant, project, academic host and supervisor. Applicants must confirm that they have considered and reported all ethical issues and agree to the programme's terms & conditions. Applicants must indicate the project's thematic area and provide up to 5 key words. Part A will also contain a 350-word proposal abstract. This information must be entered onto the online application system.

**Part B – Project proposal template** uploaded as a PDF-file (max. 10 pages). A proposal template is available on the website and must be uploaded as a PDF document to the online application system.

**Part C – Applicant's Academic CV** uploaded as a PDF-file (max. 5 pages) and

**Part D – Completed Ethics Self-Assessment.** Applicants who answered "Yes" to any of the questions in the Ethics Issues Table in Part A must provide additional information about how these issues will be addressed in their research by completing this document and submitting it as part of their application documentation.

**Q11. Will I receive confirmation that my application has been submitted?**

Applicants will receive an automatic acknowledgement of receipt of the submitted proposal via email, with a unique reference number for correspondence.

**Q12. I have submitted my application before the closing deadline, but I wish to change something, how can I do this?**

**Answer:** Applicants can log into the online application system and edit their submitted application at any time up until the application deadline. After the deadline has passed you can no longer make changes to a submitted application.

**Q13. How will project proposals be evaluated?**

**Answer:** All eligible applications will be sent out for external international peer-review. Each application will be evaluated by three independent assessors. More details on the evaluation procedures can be found in the Application Process section of the DevelopMed website and in the Guide for Applicants.

**Q14. Do I need to submit an Ethical Issues Table?**

**Answer:** All applicants must complete the Ethical Issues Table in the document entitled 'Part A – Administrative Information' as part of their application. If an ethical issue arises, the applicants will be required to complete the document entitled 'Part D – Ethics Self-Assessment' and provide additional information and documentation as required by the Horizon 2020 Guidance on Ethics Self-Assessment (Version 6.1 or later) as part of their submission. All templates are available on the DevelopMed website at the following location:

<https://www.ucd.ie/developmed/applicationprocess/resourcestemplates/>.